

CHARTER

for the

NEXCOM

PRODUCT TEAM

INTEGRATED REVIEW BOARD

in support of

LIFE CYCLE MANAGEMENT

of the

NATIONAL AIRSPACE SYSTEM

Submitted by _____ / S / _____ Date 1/12/00
AND-360
NEXCOM IRB Co-Chairperson

Submitted by _____ / S / _____ Date 1/18/00
ARN-100
NEXCOM IRB Co-Chairperson

Approved by _____ / S / _____ Date 1/20/00
AND-300
Leader, Communication Integrated Product Team

SIGNATURE PAGE

ORGANIZATION

SIGNATURE

AOS-510

/ S /

ACT-330

/ S /

AND-360

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AND-360

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ASD-140

/ S /

ANI-70

/ S /

ANS-400

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ANS-700

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ATP-420

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AOP-1000

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1.0 INTRODUCTION

1.1 Background

This charter is predicated on the implementation of a single Integrated Review Board (IRB) with life cycle responsibilities for the products delineated in Appendix A. A companion document, the National Airspace System (NAS) Product Team (PT) for NEXCOM Integrated Review Board (IRB) Operation Procedures, defines the procedures necessary to execute the responsibilities assigned in this charter.

1.2 Purpose

This charter establishes the NAS PT for NEXCOM IRB and assigns responsibility for establishing internal baselines for products and controlling changes to these internal baselines for those products and configuration items (CIs) listed in Appendix A. These internal baselines may include hardware, firmware, software, specialized and automatic test equipment (ATE), training devices, training curriculum, technical documentation, and operational facility configuration.

1.3 Authority

The NAS PT for NEXCOM IRB is authorized by the National Airspace System Integrated Product Team for Communication in accordance with policies and procedures established in the Acquisition Management System (AMS).

2.0 IRB RESPONSIBILITIES

The NAS PT for NEXCOM IRB will have the following responsibilities:

- a. Performing functions as established in this charter.
- b. Approving and implementing operating procedures and any changes to the document.
- c. Establishing internal baselines for products and controlling subsequent changes to those internally baselined CIs.
- d. Ensuring adherence to integrated review configuration control procedures in processing changes to the internal baselines under this IRB control.
- e. Ensuring that the changes to internally baselined documents are presented to this IRB for approval along with accurately completed NEXCOM Integrated Review Board Action Form, and thorough evaluations of the impacts of the requested IRB action.
- f. Reviewing proposed requested IRB actions and changes to the internal baselines for potential impacts.

- g. Ensuring that the ARN-100 representative has coordinated their review of proposed requested IRB actions and changes to the internal baselines with the ARS Integrated Requirements Team (IRT).
- h. Authorizing closure of IRB actions which are internal directives for establishing internal baselines or making changes to the internally baselined documents under this IRB control.

3.0 IRB PARTICIPANTS

The participants of the NAS PT for NEXCOM IRB will be the following persons or their designated representatives:

- a. Members
 - 1) Co-Chairpersons: - Lead, PT for NEXCOM (AND-360), or designated representative, and Representative, Emerging System Division (ARN-100), or designated representative.
 - 2) Executive Secretariat - NAS PT for NEXCOM staff (AND-360) or designated representative.
 - 3) Permanent Members - Permanent members include:
 - a) Representative, National Data Communication Systems Engineering (AOS-510).
 - b) Representative, CNS Engineering and Test Division (ACT-330).
 - c) Representative, Product Team for NEXCOM (AND-360)
 - d) Representative, Product Team for NEXCOM (AND-360)
 - e) Representative, Architecture and System Engineering Division (ASD-140)
 - f) Representative, Communication/Telecommunication Platform (ANI-70)
 - g) Representative, Airways Support Facilities Division (ANS-400)
 - h) Representative, NAS Transition Integration Division (ANS-700)
 - i) Representative, Air Traffic Procedures (ATP-1)
 - j) Representative, In-Service Engineering Division (AOP-1000)
- b. Ad Hoc Member, Technical Advisor, and Consultants will be invited as needed.

4.0 IRB ADMINISTRATION

The NAS PT for NEXCOM IRB Executive Secretariat will be responsible for scheduling IRB meetings as approved by the IRB Co-Chairpersons and for coordinating the administrative tasks of the IRB in accordance with the operating procedures.

5.0 IRB DECISIONS

The NAS PT for NEXCOM IRB Co-Chairpersons will make the final decision on each Action Form submitted to the IRB for consideration in accordance with the operation procedures. The decision may be preceded by a period of discussion during which the Co-Chairpersons shall poll the IRB members for their opinions on the disposition of an Action Form as may be appropriate for their priority. The decision will be documented on the Action Form and signed by the Co-Chairpersons and distributed to permanent members as soon as practical. The IRB may render a decision on an Action Form in one of the following ways:

- a. Approve as written and issue an approval which establishes a new internal baseline or describes actions for accomplishing the configuration change to an existing internal baseline.
- b. Disapprove with reasons clearly stated on the Action Form.
- c. Approve with specific changes to the Action Form clearly stating changes.
- d. Defer action pending the availability of additional information or the completion of an action item providing clarification of the issues. Responsibility for providing further information or completing an action must be assigned to a specific individual/organization with a specific due date.
- e. Forward the proposed change to a higher board.

6.0 CHANGES TO THE CHARTER

The NAS IPT for Communication must approve changes to this charter.

7.0 DELEGATION OF IRB AUTHORITY

The IRB Co-Chairpersons may authorize a designated representative to act as a Co-Chairperson via a memorandum to the IRB Executive Secretariat. IRB permanent members may delegate specific authority by a memorandum signed by an IRB Co-Chairperson.

APPENDIX A

PRODUCTS UNDER NAS PT for NEXCOM IRB CONTROL

The categories of NAS hardware/firmware/software products listed in alphabetical sequence below are considered under the integrated review control of the NAS PT for NEXCOM IRB. The hardware's associated internal LRUs and external ancillary equipment such as special test equipment, special tools, filters, power supplies, battery packs, etc., may not be listed, but are also considered under the integrated review control of the NAS PT for NEXCOM IRB. The listing below includes those items which may be placed under configuration control in the near future. Internally baselined CI documentation may be identified in a master configuration index and identified in a database that may be made available on the internet. Backup documentation to the internal database(s) may be warehoused as deemed appropriate.

1. NEXCOM Segment 1
2. NEXCOM Segment 2
3. NEXCOM Segment 3